

Arizona Statewide Interoperability Executive Committee Meeting
Tuesday, July 11, 2006, 10:00 a.m.
Flagstaff City Hall

Attendees (taken from sign-in sheets):

Chris Amyes, Angelica Novoa, Mike Rega, Cecil Dyer, Milan Dobras, Jan Lindner, Ron Taylor, Rose Whitehair, Andy Miller, Jon Wilder, Jim Case, Ben Curly, Harry D. Broun, Mike Iacona, Stacy Butters, John Minick, David Ashe, Lawrence John, Steve Gibbs, Nick Spino, Gerald Bills, and Mike Dieffenbaugh, Holly Burkenbine, Dennis Busby, Dale Gray, Mark Griffin, Karl Hartmetz, Jacque Hough, Jon Huish, Evelyn Jablonski, Curt Knight, Ken Leighton-Boster, Steve Powles, Carl Reitz, Larry Sayers, Scott Tillman, Bob Waldron, Paul Wilson, Mike Worrell, David Bremson, Curt Fonger, Kevin Rogers, Mark Schroeder, Jay Vargo, Pete Weaver, Tom Gray, Mark Venuti

1. Call to Order, Introductions and Roll Call

The meeting was called to order at 10:05 a.m. by Co-Chair Paul Wilson.

2. Approval of Minutes from April 25, 2006

Motion was made by Mr. Scott Tillman to approve the April 25, 2006 minutes as submitted. Motion was seconded by Co-Chair Mr. Mark Venuti. Motion carried unanimously.

3. General Business

- Mr. Curt Knight reviewed improvements/additions to the PSCC website, informational handouts on SIEC organizational structure and the Arizona State Plan.
- Ms. Holly Burkenbine from the PSCC Support Office reported 17 agencies are currently participating in the Memorandum of Understanding (MOU) process (4-North, 3-West, 7-Central, 1-South and 2-East). Organizations participating so far include 1 emergency management, 6 law enforcement, 3 fire service, 1 emergency medical, 1 public works, 1 public health and 4 state governmental agencies. Mr. Knight explained Ms. Burkenbine will be the contact in their office for any questions regarding the MOU process.
- Mr. Knight reported he and Ms. Burkenbine have been authorized by the National Law Enforcement and Corrections Technology Center to utilize the CAPRAD system from an SIEC standpoint, but to date, it is not active. The CAPRAD system will be used to post plans and SIEC minutes.
- Mr. Knight reviewed the General Budget Bill from the State. A 3-year budget to begin the microwave system replacement was added to the DPS budget beginning in July 2006. A \$12.4 million appropriation was issued from a multitude of sources comprised of \$1.5 million from the General Fund, \$826,000 from HURF Fund, \$207,000 from the Game & Fish fund, and a suggested \$1.6 million from federal Homeland Security dollars. This funding is not enough to do the entire job but

enough to get started; however, with \$12.4 million in funding over the next 3 years, Mr. Scott Tillman now has the ability to begin replacing the network. Mr. Tillman clarified this is contingent upon the Joint Legislative Budget Committee (JLBC) approval. Timeline and plans are in process and will be submitted for JLBC approval.

Co-Chair Mr. Venuti asked if SIEC needed representation at the JLBC hearing to support the funding request. Mr. Knight agreed it would be helpful if they have the time.

Ms. Evelyn Jablonski confirmed the JLBC hearing is scheduled on July 27, 2006 at 9:30 am in the Senate Appropriations Room #109. Mr. Knight stated information would be sent out to the members via email.

Mr. Knight discussed Senate Bill 1264 to establish the State Homeland Security Office instead of Governor's Office of Homeland Security. This topic will be discussed in greater detail at the PSCC meeting later today. He directed members to review the summary in the handout material provided.

Mr. Knight reported the PSCC Support Office has made a budget request for the FY 2008 and 2009 budget session that will continue our long-range planning and add funding to our existing funds to put our project further across the state and will hopefully be based on the RFP still under consideration at the moment. Mr. Rogers will elaborate on the RFP later in the agenda and at the PSCC meeting.

Mr. Knight reviewed handout detailing all states and territories for 2006 State Homeland Security allocations. It appears Arizona is down about \$6 million. It will be discussed later at the PSCC meeting.

4. Arizona Emergency Radio System (AERS)

AERS Deployment.

Mr. Scott Tillman reported to date four suites have been installed which includes:

- Navajo Mountain
- Schnebly Hill
- Hualapai
- Lake Havasu Police Department's facility as a stand-alone environment
- Telegraph Pass.

There will be an aggressive schedule during the next 6 months to install 10 additional sites. Most will be along the southern border. All new installs, when the system is turned up, will be functioning as a VHF duplex repeater with the new input frequency. In time we will go back and retrofit Mohave and Coconino Counties as VHF repeaters.

AERS Outreach and Education.

Mr. Jay Vargo reported they are trying to stay ahead of the implementation by keeping the word out. They are visiting counties and coordinating meetings with as many agencies as possible as previously presented to the PSCC.

Counterparts, Mr. Knight and Mr. Kevin Rogers, are assisting with providing information on PSCC and SIEC which includes:

- information on MOU
- website review for PSCC and SIEC
- basic overview of technical standards about frequencies and how radios should be programmed.

Locations visited so far are Coconino and Mohave County, City of Yuma and a briefing at Yuma County Sheriff's Office.

When City of Yuma is complete, the plan is to work with Cochise, Santa Cruz, Graham and Greenlee Counties in the next quarter. A task that comes out of these meetings is trying to hook up to see how the region is going to control or monitor the system.

Mr. Ken Leighton-Boster inquired if individuals are being encouraged to use the same language as on the channel assignment list available during the outreach and as systems are being installed. He explained they were doing some testing not too long ago and found that DPS calls AERS frequencies something different than many of us. Mr. Vargo agreed that different languages are being used and this subject would be open for discussion later on in the agenda.

Discussion was held regarding educating users on names. The Operational Work Group will be tasked with determining naming convention which will be useful for all users in terms of standard character range, adopting national vs. Arizona standard, programming of radios and training.

5. Arizona's (Region 3) General Use 700 MHz Plan – Federal Communications Commission (FCC) Status

Mr. Mark Schroeder mentioned there is a national naming convention being worked on. It potentially will be modified on a region-to-region basis and will provide different variations of AERS for counties or regions and would be modified so people from the outside know which mutual aid frequencies are in use in Arizona.

Co-Chair Wilson commented further discussion will be held regarding the naming conventions later in the meeting.

Mr. Schroeder reported the Region 3 General Use 700 MHz Plan changed at the end of June from "on hold" to "open for public comment." The comment period should end about mid-August. At that point, it is up to the FCC to let us know when the plan is approved. The FCC has gone through leadership changes which have caused some delay.

The Plan should be in place fairly soon. He discussed some revisions may need to be made.

Co-Chair Wilson asked Mr. Schroeder if he expected the Region 3 Plan to be approved sometime this calendar year. Mr. Schroeder said yes, he expected it to be approved this July, but there was a 3-month delay due to the change in leadership at the FCC.

Co-Chair Wilson notified those in attendance that the plan and changes are posted on CAPRAD and FCC comment filing system with respect to the Arizona plan. CAPRAD does not require passwords. For assistance, individuals can contact him or Mr. Schroeder.

Mr. Tillman asked if Mr. Schroeder knew of any comments on the Plan. He said he was not aware of any and is not expecting any.

Mr. Knight stated there were individuals present in the audience from Pima and Yuma Counties and asked what the international limitations are for 700 MHz within that 100 miles or 70 km area. Mr. Schroeder stated the FCC has left it up to a “buyer beware” situation until there is a border agreement. He stated agencies are certainly welcomed to construct, but they are doing so at their own risk depending on what the border agreements will be.

6. International Border Radio Issues

Mr. Curt Knight reported in mid-April of this year he became aware the State Department and FCC, as well as their Mexican counterparts, were holding their 7th meeting regarding the 700/800 MHz international border issues and cross-border, mutual aid channels. He was told at that meeting they should have a signed agreement in July on the 700 MHz issue; however, 800 MHz re-banding is their top priority. It was stated they hoped in the next few months they would have a 700 /800MHz signed agreement. Mr. Knight commented the three specific issues going on relative to the international border are 700 MHz sharing agreements, 800 MHz re-banding and sharing agreements as well as a greater emphasis on mutual aid channels that cross the border. Mr. Knight apologized to the State Department and the FCC for the bad press he had given in the past regarding non-involvement, but feel they recognize the need to be more open with their decisions on this and other related issues in the future.

7. Operational Work Group Open Session and **8. Technical Work Group Open Session (*Combined open discussion*)**

Co-Chair Wilson explained the intent of these two agenda items was to provide open discussion for work group sessions and requested Mr. Knight to proceed.

Mr. Knight asked Mr. Mike Worrell to provide a briefing on the Tactical Interoperable Communications Plan (TICP), after which he invited the Operational and Technical Work Groups to participate in open discussion on naming conventions.

Mr. Worrell provided a PowerPoint presentation on the Phoenix Urban Area Tactical Interoperable Communications Plan (TICP) which addressed TICP timelines, process and goals, components, submissions and validations, operational/technical components, scorecard, updates and the role of the SIEC.

Mr. Worrell fielded questions regarding the Exercise Evaluation Guidelines (EEG's) and those tasks which they will be graded on. He introduced Ms. Jan Lindner, State Exercise Director, who also shared information regarding the evaluation process. Co-Chair Wilson suggested these exercise guidelines would be helpful to the Operational Work Group. Mr. Worrell reported they would be disseminating this information to the appropriate people.

Dissemination and the security of the plan were discussed. Ms. Lindner stated the Plan is available for review by anyone who has password access to the Homeland Security secure portal.

Discussion was held regarding the process of creating a Plan. Mr. Worrell stated they used the Colorado Plan as a template. Mr. Worrell stated the missing link is the need for more operational people to be involved to establish a plan where they are able to call in the resource people they need to support them. He reported dry runs were implemented during the protest March on April 10, 2006; however, the timing wasn't right to submit as part of their exercise.

Discussion was held regarding naming conventions and how to implement name changes for use among different agencies. Several plans and options were discussed (i.e. USA, I-TAC, I-CALL, NCC).

Suggestions were heard from Mr. Mark Griffin, City of Chandler, regarding keeping it simple for the officers in the field. He shared the programming Chandler Police Department uses which addresses the need for a simplified, cross-reference list and keeps the names basic.

It was suggested someone from SIEC participate in naming conventions at national level. Mr. Schroeder said he would be glad to participate for Arizona representation.

After a lengthy discussion, Mr. Rogers reiterated consensus of the need to get the two work groups (Operational and Technical) together to develop ideas for a plan and recommended the meeting should take place sometime around the end of August.

Co-Chair Wilson asked for motions. No motions were made.

Mr. Jon Wilder, NAU Police Department, was recognized as a new Technical Work Group member.

9. Request for Proposal – Status Update

- Co-Chair Wilson provided an update on the Pima County project. He reviewed the project objectives. RFP submitted in October, the end of December the Notice of Recommendation was completed and CTA Communications was hired to assist with project. Phases 1 through 3 will be completed by the end of this calendar year. He reviewed risks to the project and pending items. Further information is available on website, www.pima.gov.
- Mr. Rogers reported on Request for Proposal (RFP) to hire a consulting firm for conceptual design of our statewide communications system for the State. It was developed by the PSCC Support Office and DPS Procurement and reviewed by National Law Enforcement and Corrections Technology Center of the Rocky Mountain Western Division. The process took place as follows:

4/10/06 – Released for advertisement

4/28/06 – Pre-Proposal Conference – 19 companies represented

5/19/06 – Proposals submitted by five companies. The evaluation team was created with 9 members (5 voting and 4 non-voting) representing a cross section of public safety as a whole. A 2-level questionnaire criterion was held.

6/8/06 – Performed Level One evaluation.

6/28-29/06 – Performed Level Two evaluations on methodology and presentation.

Part of the presentation was on project manager experience and qualifications. RFP has not been awarded yet but we should know by October meeting.

A more detailed presentation will be given at the PSCC meeting later today.

10. Date – Time – Location of Next Meeting

The date, time and location of the next SIEC meeting will be:

October 24, 2006, 10:00 a.m.

Burton Barr Central Library

1221 North Central Avenue

Phoenix, Arizona

11. Call to Public

None.

12. Recommendations for Future Meeting

No discussion held.

13. Adjournment

Motion to adjourn the meeting was made by Mr. Tillman. Motion was seconded by Mr. Pete Weaver. Motion carried unanimously. The meeting adjourned at 12:10 p.m.